

# 2022-23 Notice of Concern Summary

*OUSD Office of Charter Schools*

*June 22, 2023*



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

*Community Schools, Thriving Students*

# Definitions

## **Letter of Inquiry (LOI):**

A formal request to a charter school leader by the authorizer for more information regarding a potential violation of federal, state, or local laws or regulations.

## **Notice of Concern (NOC):**

A notification to a charter school by the authorizer regarding a violation of federal, state, or local laws or regulations.

- The Office of Charter Schools (OCS) is typically made aware of a violation through our internal monitoring, audits, complaints, OUSD referrals, or the charter school itself.
  - Common examples: Enrollment violations, suspension/expulsion compliance, fiscal concerns

# Content of a Notice of Concern

Notices of Concern include three major components:

- Background
- Violation description
- Remedy

Remedies for Notices of Concern are unique to each violation, but generally contains the following components:

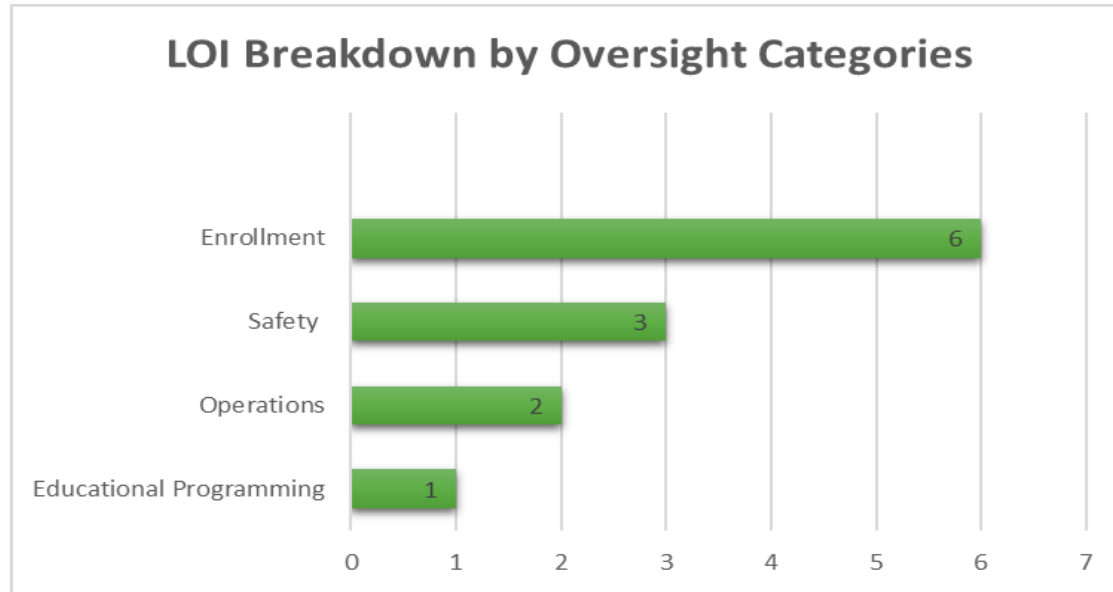
- Immediate correction of violation
- Violation debrief to OCS
- Enhanced oversight procedures

# Process

1. OCS is made aware of an issue (via complaints, staff referrals, oversight processes, etc.)
2. Due diligence
  - a. Typically includes consultation with legal counsel, **a letter of inquiry** sent to the relevant charter school staff, and/or outreach to third parties
3. Notice of Concern draft/review
  - a. OCS staff writes, legal counsel reviews
4. Notice of Concern sent to charter school
5. Remedy follow-up / enhanced oversight
6. [If significant concerns exist] In more extreme cases, additional steps may include:
  - a. District-appointed Board appointee
  - b. Notice of Violation (first step in revocation process)

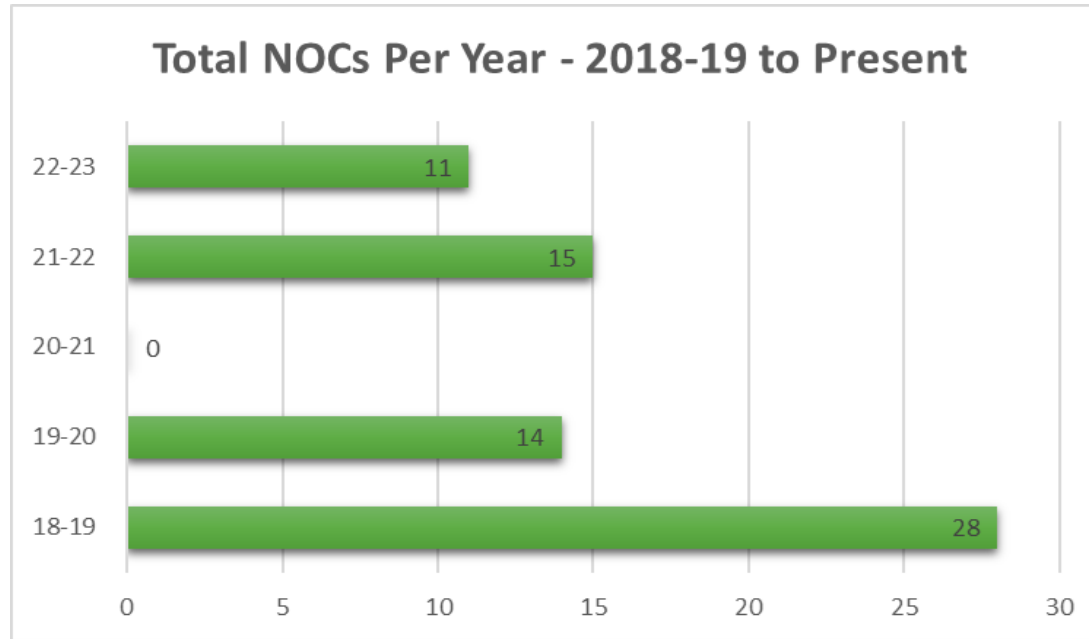
# 2022-23 Letter of Inquiry Summary

In the 2022-23 school year, OCS sent out a total of 12 Letters of Inquiries. Over 50% of the LOI's were referred to OCS by parents and OUSD/ACOE staff, with the remainder referred by charter school staff, OUSD Board Members, and through oversight or audit procedures.



# 2022-23 and Historical Notices of Concern

In the 2022-23 school year, OCS sent out a total of 11 Notices of Concerns.



# 2022-23 Notice of Concern Summary

**11 Total Notices of Concern issued thus far in the 2022-23 school year**

- **6** - Enrollment
  - 3 Expulsion/Disenrollment
  - 2 SPED Enrollment
  - 1 Exceeded Maximum Enrollment
- **3** - Operational Concerns
- **2** - Fiscal Concerns

*For details, please refer to Appendix II in the Committee Item*

# NOC Trends Observed in 2022-23

- There was a decrease in the number of NOCs issued compared to the 2021-22 school year (11 NOCs in 2022-23 vs. 15 in 2021-22).
- There were fewer NOCs issued regarding violations of OCS's policies or procedures (such as data reporting, CalSAAS deadlines, material revision requirements, etc.). This may be due in part to a new training OCS offered to both new and returning charter leaders at the start of the school year.
- The largest number of NOCs issued were regarding enrollment concerns.



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# Thank You!